


17 July 1985





MEMORANDUM FOR: Chief, Headquarters Security Branch  
OMS, Clinical Services Division

THROUGH: Director, Public Affairs Office

FROM:   
Public Affairs Office

SUBJECT: Visit of U.S. Department of State Summer Interns

1. The U.S. Department of State Summer Interns will visit Headquarters from 1:30 p.m. - 2:30 p.m. on Tuesday, 23 July, and will be briefed in Headquarters Auditorium. There are approximately 49 summer interns and three State Department staff members. They are expected to arrive on the Metro Bus and the CIA Shuttle. According to the program director all have Secret clearances. The briefing will be given by Presentation Officer  and OP representative  will speak on career opportunities at the Agency.

a. For Security: Please notify the gate of arrival date and time. A list of attendees is attached.

b. For Medical Services: Please add this date to your list of outside groups visiting Headquarters that we sent you. Wheelchairs should be available.

2. Please contact me on  for any help I can provide.

Attachment: 



United States Department of State

Washington, D.C. 20520

JUL 1985

9 JUL 1985

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[Redacted]

Public Affairs  
Central Intelligence Agency  
Washington, D.C. 20505

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Dear [Redacted]

Enclosed you will find a list of 51 summer employees including three escorts from the Bureau of Personnel.

We plan to arrive at the CIA on July 23 at 1:30 p.m. via metrobus and the CIA shuttle. As we discussed in our telephone conversation today, we will forward the few addresses that are missing.

We look forward to our briefing.

Sincerely,

A handwritten signature in cursive script, appearing to read "Patricia Pittarelli".

Patricia Pittarelli  
Summer Program Coordinator  
Bureau of Personnel

Enclosure

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